



Frida C. Fox

FAMILY FOUNDATION

18+ Junior Board Policy adopted 2010

Introduction

This family recognizes the importance of instilling a sense of community and helping others from an early age. Therefore, the family seeks participation in formal foundation activities from its youth ages 8 – 21.

As a family foundation committed to maximizing the potential of children and youth, it has been natural to involve our own children, even those well below the age of majority, in the FCF family's philanthropic activities.

It takes but one glance at the FCF Mission and Values to see how a Junior Board is a natural extension of the foundation family.

- *We value a strong and effective learning environment, with dialogue, a sense of inquiry and a self-driven quest for knowledge.*
- *We believe in the importance of education both inside and outside the classroom.*
- *We believe in the universal benefit of people helping each other, and the role non-profits play.*
And, maybe most relevant,
- *We value children understanding their own importance as individuals and as participants in their families and community.*

What better opportunity for these values to guide us, than to establish, and wholeheartedly support our children in, a Junior Board.

Best Practices in the Field

Junior Boards are rare, and generally designate 18 – 35 yr old age range. A few junior boards have been identified in small family foundations across the country, usually for young teens or “tweens”. Our junior board reaches out to other family foundations to share ideas and learn from others.

The Council on Foundations conducted a poll regarding foundation's practices for cultivating next generation leadership. Of those responding, the following rated these statements as *both Important and Difficult* to achieve.

24% Providing avenues for young people to participate in organized philanthropy prior to foundation board service

23% Encouraging young people's participation in planning their own future with the foundation

18% Ensuring an advancement track from training roles to full board service.

14% Mentoring children in giving and volunteering

13% Informing the entire family about the foundation's work

9% Were not concerned about the issue because of a spend out clause or succession plan to non-family leadership.

Therefore, FCF will look to the Junior Board and the 18+ Junior Board as vehicles to cultivate next generation leadership and succession of board members for the foundation.

Purpose:

The Junior Board learns:

- About philanthropy and how it works
- Skills in grantmaking
- Leadership skills
- Teamwork and communication skills (email, presentation, professional letter writing skills)
- Increased confidence
- Site visit and event skills and opportunities to participate in community efforts
- The important role of non –profits in helping children in their communities who have different experiences, abilities or hardships to overcome.
- About the family business of philanthropic giving and direct client services to non –profits in the community.

Advisors: The Junior Board shall have an Adult Advisor who is a current member of the Board of Directors. The Junior Board Advisor is the primary contact for each Junior Board and 18+ Junior Board member.

(Update: 12/07; 12/08; 12/09 - Ingrid continues to serve as the Adult Advisor, on a yearly basis, at the discretion and determination of the Executive Committee).

Eligibility for Membership

1. Membership is extended to family and non-family members by invitation of the Executive Committee, to those who have attained age 18, through age 21 (inclusive), as an additional option for junior board members aging out of the junior board. The busy young adult or college student may take ownership of one or two grants per year, and participate in the family foundation without taking on the governance responsibilities and additional duties required on the board of directors, as an 18+ Junior Board member.
2. All proposed members must meet the age requirement and demonstrate adequate responsibility, interest and commitment to the foundation, in the discretion of the Executive Committee, with input from the Junior Board Advisor
3. All members will receive a contract for signature, affirming their commitment to the rights and responsibilities of membership on the 18+ committee.

Grantmaking Rights:

18+ Junior Board members may request one grant of \$2,000, or two grants of \$1,000 per calendar year for the 501(c)(3) non-profit organization(s) of their choice, subject to the following requirements.

The organization must pass legal due diligence requirements, offer direct services to children and youth that are aligned with the FCF mission and values, and serve children and youth in either of the two counties we serve (Santa Clara County or Los Angeles County) or in the immediate community in which the 18+ member resides or attends college, university or other educational certificate program (within the United States).

Support may be requested in the form of general operating support, program support, or special project support.

Responsibilities of the 18+ member:

- Giving high priority to attending the semiannual meetings of the Board of Directors, attending whenever possible, in person or by video conference if travel does not permit.
- Being responsible for checking email and communicating with other Junior Board members and the Junior Board Advisor.
- Working directly as necessary with the Junior Board advisor by email and phone so he/she can help and assist.
- Researching and doing a site visit at least one 501(c)(3) nonprofit per calendar year that offers direct services to children and youth are aligned with the FCF mission and values, and whose programs serve children and youth in the closer to my residence of the two counties we serve (Santa Clara County or Los Angeles County) or in the immediate community in which he/she resides or attends college, university or other educational certificate program (within the United States).

Grantmaking Process:

- 1) Member shall submit a grant nomination paragraph to the Advisor, cc'ing Staff, which includes:
 - legal name, address and contact information for the organization
 - description of the type of support I request (general operating or program support)
 - description of the program services they offer that are mission and values aligned
 - description of how I became aware of the nonprofit

(note: the nomination form used by the younger Junior Board is NOT required for 18+ members.)
- 2) Staff will do legal due diligence and reply to the member within one week stating whether the grant passes basic due diligence.
- 3) Junior Board Advisor will review the mission and geographic alignment, and reply to the 18+ member within one week telling me if he/she may proceed. Any questions that arise will be referred by the Junior Board Advisor to the Executive Committee for final determination.
- 4) Once given the green light to proceed, the 18+ member will go prepare his/her PowerPoint presentation and arrange with the Advisor to be on the agenda for the next meeting, OR to schedule a Special Meeting (in person or via webinar) where the member will present the grant request to a quorum of the board.

- 5) The 18+ member may wish to present the check in person to their grantee, but is not required to do so. He/she should offer dates he/she is available between 10 and 45 days from the meeting to make the check presentation. Staff will process grant agreement(s) and check(s) and offer assistance if desired, with arranging the site visit. If the 18+ member conducts the site visit alone (without staff or Board) he/she must confirm to the Advisor that the check has been delivered upon return from the site visit. If the 18+ member prefers that Staff deliver the check, Staff will do so, and would include a personal note or letter from the 18+ member if provided.

Contacts and Websites:

Staff contact: Malena Ramos, malena@fcfox.org 818-308-4FOX (4369)

Junior Board Advisor: Ingrid Fox Ingrid@fcfox.org or fox.ingrid@gmail.com

Executive Director: Dana Marcus dmarcus@fcfox.org 818-308-4FOX (4369)

Frieda C. Fox Foundation WEBSITE <http://fcfox.org> – contains Mission, Values, Grantees, videos.

Fox's Den junior board pages <http://fcfox.org/family> (please ask for assistance logging in and keep password completely private).

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